

# SIKKIM



## GOVERNMENT

## GAZETTE

**EXTRAORDINARY  
PUBLISHED BY AUTHORITY**

**Gangtok**

**Wednesday 13<sup>th</sup> April, 2022**

**No. 161**

**GOVERNMENT OF SIKKIM  
FOOD & CIVIL SUPPLIES DEPARTMENT  
SECRETARIAT ANNEXE – I, SONAM TSHERING MARG  
GANGTOK, SIKKIM – 737101**

**No. 2/F&CSD**

**Dated: 01.04.2021**

### NOTIFICATION

In exercise of the powers conferred by section 3 of the Essential Commodities Act, 1955 (10 of 1955) read with clause 7 of the Public Distribution System (Control) Order, 2001, the State Government with prior concurrence of the Government of India, is hereby pleased to make the following order in connection with Fair Price Shops, as to issuance of license, suspension/cancellation, terms and conditions and regulating the sale and distribution of the essential commodities, namely:-

**1. Short title, extent and commencement.-**

- (1) This order may be called the Sikkim Fair Price Shops (Terms and Conditions for Issuance of License, Regulation of Sale and Distribution of Essential Commodities) Licensing Order, 2021.
- (2) It extends to the whole Sikkim.
- (3) It shall come into force at once.

**2. Definitions. - In this order, unless the context otherwise requires:-**

- (a) "Act" means the Essential Commodities Act. 1955 (10 of 1955).
- (b) "Antyodaya Anna Yojana (AAY)" means those poorest of the poor families identified by the State Government who are entitled to receive food grains under Antyodaya Anna Yojana.
- (c) "Appellate Authority" means an authority appointed by the State Government to exercise the powers of the appellate authority under this order.
- (d) "Authority" means any officer not below the rank of Inspector in the State Government dealing with Food and Civil Supplies.
- (e) "eligible applicant" means individual who is a resident of the State and fulfils the conditions for getting a Fair Price Shop license as prescribed under this order by the State Government.

- (f) "essential commodities" means essential commodities as defined under the Act.
- (g) "fair price shop" means a shop which has been licensed to distribute essential commodities by and under this order, to the ration card holders under the Public Distributions System.
- (h) "fair price shop owner" means a person and includes a cooperative society or a corporation or a company of a State Government or a Gram Panchayat or any other body in whose name a shop been licensed to distribute essential commodities under the Public Distribution System.
- (i) "Form" means a form appended to this order.
- (j) "Licensing Authority" means District Civil Supplies Officer (D.C.S.O.) of respective districts or any other officer designated and empowered for the purpose of signing and issuing the License under this order to the FPS owner in the prescribed format after its approval from Head of the Department.
- (k) "Non-Priority Household"( NPH) means those families who have been issued Above Poverty Line (APL) ration cards by the State Government
- (l) "Notification" means notification issued by State department.
- (m) "Other Priority Households – special (OPHH –S) "means those beneficiaries who are inmates of various religious institutions, welfare hostels, orphanages, old age homes, leper homes, etc.
- (n) "Other Priority Households – general (OPHH –G) "means those beneficiaries who have been left out from selection under AAY and PHH categories
- (o) "Order" means the Sikkim Fair Price Shops (Terms and Conditions for Issuance of License, Regulation of Sale and Distribution of Essential Commodities) Licensing Order, 2021.
- (p) Priority Household (PHH) means those genuine beneficiaries who have been left out and could not be covered under AAY category
- (q) "Poorest of the poor" means those families who have been identified by the State Government for issuance of food grains at specially subsidized rates adopting the estimates of poverty given by the Central Government.
- (r) "Public Distribution System" means the system for distribution of essential commodities to the ration cardholders through the fair price shops, such as rice, wheat (Atta), sugar, kerosene and such other commodities as a are notified by the Central Government under clause (a) of section the Act.
- (s) "residential certificate means the residential certificate issued to the person residing in Sikkim prior to 1975 by the Land revenue and Disaster Management Department, Government of Sikkim
- (t) "ration card" means a document issued under an order or authority of the Government for the purchase of essential commodities under the Public Distribution System from the fair price shop.
- (u) "Secretary" means the Head of the Department of Food & civil Supplies Department
- (v) "State" means the State of Sikkim.

**3. Procedure and eligibility for obtaining Fair Price Shop hereinafter referred to as 'FPS' Licences.**

- (1) New Licence of Fair Price Shops(FPS) and its related working to licence under Public Distribution System(PDS) shall be regulated through this order and also through the provisions of Public Distribution System Control Order, 2001.
- (2) All new applicants who desires a license under this order shall make an application in Form I for new applicants and Form II for the existing FPS owners who shall apply for renewal of FPS license, in application forms to be downloaded from Departmental website, through District Civil Supplies Officers (DCSOs) of their respective districts.
- (3) Applicant for license shall comply with the provisions of this order and shall also abide by the conditions as laid down in FORM I and FORM II.
- (4) The licensee shall not sublet his licence or engage any other person except the members of his family to run Fair Price shop.
- (5) Applicant should have sufficient parking space.
- (6) The applicant must have knowledge of handling smart phones/ePOS devices.
- (7) Applicant must be above 18 (eighteen) years of age. School certificate showing date of birth or Birth certificate should be furnished.

**4. The Licensing Authority shall take following facts into consideration before or during the course of appointment of Fair Price Shops.**

The application form should be accompanied by the following documents, namely;

- (1) The Licensing Authority after receiving such applications shall verify all the required documents, antecedents, requirements and necessity of issuing License to the applicant and may also cause to be verified such application through Inspectors/ Godown In-charge and finding it necessary to issue FPS license.
- (a) There should be a minimum of 40(forty) ration cards (Antyodaya Anna Yojana, Priority Household and Other Priority Households) per Fair Price Shop.
- (b) Recommendation by Gram Panchayat in Form III for Rural areas and by Nagar Panchayat/Councillor in FORM V for Urban areas to be obtained stating that beneficiaries need not travel more than 2kms for accessing Fair Price Shops.
- (c) Verification report certified by Field Inspector in FORM IV
- (d) The Fair Price Shop dealer should be bonafide SSC/COI/RC holder in terms of Notification No. 23/Home/2015 dated 15.05.2015.
- (e) The license shall not be issued unless the applicant has sufficient parking space and storage facilities of his own and is willing to use the Electronic Point of Sale (ePOS) device for distribution of PDS items under National Food Security Act, 2013.

**5. Documents required for New Fair Price Shop License**

- (1) The Fair Price Shop owner should be bonafide SSC/COI/RC holder in terms of Notification No. 23/Home/2015 dated 15.05.2015).
- (2) The Fair Price Shop owner must possess a valid Trade Licence issued from Urban Development and Housing Department in urban areas and Block Development Office (BDO) in rural areas.

- (3) Police Verification Report from concerned Police Station in prescribed format.
- (4) NOC from House owner in case the FPS is in rented house. FORM VI
- (5) NOC from Fire and Emergency Service Department.
- (6) NOC from concerned ward panchayat. FORM III and FORM V from concerned GMC Councillor for Urban areas.
- (7) Security Deposit.
- (8) License fee.
- (9) Two recent passport size photos.

**6. Following people and Institutions shall be given priority in allotment of FPS license.**

- (1) Unemployed.
- (2) Self- Help groups. Belonging to different categories of SC/ST/MBC/OBC (priority to women)
- (3) Differently abled persons
- (4) Multi Purpose Cooperative Societies (MPCS).
- (5) Consumer Cooperative Societies (CCS).

**7. Fee Structure for New Fair Price Shop Licence, Renewal of Licence, Issue of Duplicate Licence**

- (1) In accordance with the procedure laid down under clause 3 of the order, registration fee shall be levied to all the new Fair Price Shop owners who would like to distribute essential commodities under Public Distribution System.
- (2) All fees shall be deposited in the State Bank of Sikkim under the BUDGET HEAD: 0408-Food Storage and Warehousing. Bank Receipt shall be attached with the application form. The fee structure of registration shall be as under;-
  - (a) New Registration of FPS licence for Urban areas  
(Urban areas notified by UD&HD) : Rs. 1,500/- p.a.
  - (b) New Registration of FPS licence for Rural areas  
(Rural areas notified by UD&HD) : Rs. 1,000/- p.a.
  - (c) Security Deposit at Sikkim State Co-Operative Bank  
(SISCO) / State Bank of Sikkim (SBS) for
    - New Registered Licence for Urban areas : Rs. 5,000/-
    - for Rural areas : Rs. 2,500/-
  - (d) Renewal of FPS licence for Urban areas : Rs. 1,500/- p.a.
  - (e) Renewal of FPS licence for Rural areas : Rs. 1,000/- p.a.
- (3) Late fee for Renewal of Fair Price Shop Licence
  - (a) late fee of Rs. 100/- (Rupees hundred) only per month shall be levied from the due date of Renewal.

- (b) the Security Deposit shall be returned on Surrender of Licence after deduction of liabilities or any other valid reasons.

Provided that such security deposit shall be forfeited if the Fair Price Shop license is cancelled for any of the reasons specified hereunder or the Fair Price Shop owner contravenes any of the terms and conditions, duties and responsibilities prescribed under this order.

#### **8. Validity of license**

- (1) A Fair Price Shop license issued under this order unless suspended or cancelled earlier shall be in force for a period of 1(One) financial year i.e. 1<sup>st</sup> April to 31<sup>st</sup> March.

#### **9. Renewal of license**

The Licensee shall surrender the original license for renewal.

The licensee shall deposit the prescribed annual fee for renewal.

The rest of the conditions shall be followed as per the clause "4" and "5".

The license shall be renewed within 45 days from 1<sup>st</sup> April of the year.

#### **10. Responsibilities and Duties of Fair Price Shop dealer.**

The fair Price Shop owners shall take the responsibilities and perform their duties as under:-

- (1) Every FPS owner shall sell/distribute foodgrains to the beneficiaries in such quantities and at such rates as may be specified by the State Government and the Central Government from time to time.
- (2) Display of information on a notice at a prominent place in the shop regarding;
- (a) list of Antyodaya Anna Yojana(AAY) beneficiaries;
  - (b) list of Priority House Holds(PHH) beneficiaries;
  - (c) list of Other Priority Households, General and Special beneficiaries;
  - (d) scale of issue;
  - (e) retail issue prices;
  - (f) opening and closing time of Fair Price Shop;
  - (g) stock of essential commodities received during the months;
  - (h) authority for redressal of grievances or lodging complaints with respect to quality and quantity of essential commodities under the Public Distribution System;
  - (i) opening and closing stock of essential commodities;
- (3) The FPS owners should maintain a record of the total ration card holders stock register.
- (4) All the transaction under the Public Distribution System to be made through the Electronic Point of Sale (ePOS) Machine and no excuses shall be accepted on default of such transaction.

- (5) Display of samples of food grains being supplied through the Fair Price Shop.
- (6) Furnishing copies of specified documents, namely, FPS licence, ration card register, stock register, sale register to the Inspecting Authority, Gram Panchayat, Vigilance Committee or any other body authorized by the Department.
- (7) Account register of the actual distribution of essential commodities and the balance stock at the end of the month shall be made over to the Food and Civil Supplies Department in the prescribed format with a copy to the concerned Gram Panchayat.
- (8) The Fair Price Shop owners shall comply with all the directions, notifications and orders issued from time to time by the Food and Civil Supplies Department.
- (9) The Fair Price Shop owner shall deposit price of the food grains to the Food and Civil Supplies Department in such manner as may be prescribed by the Department.
- (10) The Fair Price Shop owners should renew their Fair Price Shop licence yearly within the due date given by Food & Civil Supplies Department, Government of Sikkim.
- (11) Fair Price Shop owner shall not refuse to supply/sell food grains to the beneficiaries at the price and of the appropriate quality and quantities against ration card until the stock with him is completely exhausted.
- (12) Every FPS owner shall issue Cash Memo to the beneficiaries.

#### **11 Surrendering of Fair Price Shop Licence:-**

- (1) In a situation of Surrendering of Fair Price Shop licence issued under this order, the Fair Price Shop owner shall:-
  - (a) provide a proper written reason for surrendering the Fair Price Shop licence to the Licensing Officer i.e. District Civil Supplies Officer(DCSO).
  - (b) before surrendering the Licence, the total beneficiaries of the concerned Fair Price Shop must be shifted to the nearest Fair Price Shop within the respective Block.

#### **12. Suspension of FPS Licence:-**

- (1) FPS License shall be suspended or cancelled and action will be taken against the Licensee in the following situations, if:-
  - (a) the FPS owner fails to do transaction through Electronic Point of Sale machine;
  - (b) FPS owner fails to provide commodities to the beneficiaries (AAY, PHH, OPH) at the rate so fixed and charge the beneficiaries a higher rate;
  - (c) FPS owner makes false entries in register regarding AAY, PHH and OPH cards;
  - (d) FPS owner does not keep their shops opened throughout the month during stipulated time;
  - (e) FPS owner has insufficient number of beneficiaries in the FPS, i.e. minimum of 40 (Forty) ration cards per FPS;
  - (f) engages in black market or siphoning away grains to such other person or persons;
  - (g) contravenes duties and responsibilities prescribed from clause 9 to clause 12 of this order;

- (h) FPS owner is convicted by any court of law or any authority in any offence connected to Essential Commodities Act, 1955 or matter incidental thereto;
- (2) Suspension of license shall be for a maximum period of 90 (ninety) days
- (3) It shall be necessary to show cause the Fair Price Shop owner before suspending/ cancelling the license;
- (4) The Licensing Authority after due verification of the show cause notice and connected matter and enquiry may recommend for revocation of suspension and if the Licensing Authority found that the FPS license should be cancelled, it shall recommend for such cancellation of license;
- (5) In case of suspension or cancellation of license, allocation of such Fair Price Shop shall be shifted to the nearest Fair Price Shop by the concerned District Civil Supplies Officer.

Provided that the person concerned should be given a reasonable opportunity of being heard.

### **13. Subletting and Transfer of FPS Licence**

- (1) Subletting or Renting of FPS licence is strictly prohibited and strict actions will be taken up against the particular FPS licence holder. In case of sublet, the FPS license shall be cancelled forthwith without show cause.
- (2) The FPS license shall not be transferred to any other member of the family or any other person. There cannot be any partner in the license.

### **14. Consequences of conviction.**

Where a licensee has been convicted by a Court of Law for the contravention of any order made under section 3 of the Essential Commodities Act, 1955, the Licensing Authority shall by order in writing cancel his license.

Provided that where such conviction is set aside in any appeal or revision, the Licensing Authority may, on an application by the dealer whose license has been cancelled, restore, the license to such dealer.

### **15. Power of Search, Seizure and Entry.**

Notwithstanding anything contained in any other law for the time being in force,

- (1) any officer of the Food and Civil Supplies Department, Government of Sikkim not below the rank of Sub-Inspector or Police Officer not below the rank of Sub- Inspector authorised by the Government, with a view to securing compliance with this order or to satisfy himself that this order has been complied with, may;
  - (a) search and inspect any premises used or believed to be used for sale, distribution or storage for sale or distribution of ration.
  - (b) require any person to make any statement or furnish any information or to produce any documents or article in his possession or under his control relating to the purchase, sale, distribution or storage of ration and every person so required shall comply with such requisition;
  - (c) require any person to render any account or to produce books, accounts or other relating documents or believed to be relating to the sale, purchase, distribution or storage of ration and every person so required shall comply with such requisition;

- (d) take or cause to be taken extract from or copies of any documents relating to the sale, purchase, distribution or storage of ration;
- (e) test or cause to be tested the correctness of any weight or measures used or believed to be used in any transaction relating to the sale or distribution of ration.
- (f) take or cause to be taken the weight of total ration found in such premises and tally with the quantity received deducting stock;
- (g) seize or authorize to seize any family Identity Card in respect of which he/she suspects that any provision of this order has been or is being violated;

Provided that in entering upon, inspecting and searching any premises the Officer so authorized shall have due regard to the social customs and religious sentiments of the person occupying the premises.

- (2) The power under this clause shall not be exercised except for the purpose of securing compliance with the provisions of this order.

## **16 Appeal**

- (1) Any person aggrieved by an order of the Licensing Authority denying the issue or renewal of the licence to the Fair Price Shop owner or cancellation of the licence may appeal to the Appellate Authority appointed under this Order within 30 (thirty) days from the date of receipt of the order and the Appellate Authority shall as far as practicable, dispose the appeal within a period of 60 (Sixty) days.
- (2) No such appeal shall be disposed of unless the aggrieved person or the Licensing Authority has been given a reasonable opportunity of being heard.
- (3) The Appellate Authority may direct that the order under appeal shall not take effect for such period as the authority may consider necessary for giving a reasonable opportunity to the other party under sub clause(2) or until the appeal is disposed of.
- (4) The orders for suspension or cancellation of licence and revocation of suspended or cancelled licence issued by the Appellate Authority and the Licensing Authority should be by a speaking order.

## **17. Exemption**

The provisions of "Public Distribution System (Control) Order, 2001" shall not be applicable to the purchase, sale or storage for sale of any trade article by or on behalf of:

- (1) The Central Government.
- (2) The State Government.
- (3) The Officers, Departments, Institution or other organisation of the State Government or such agencies approved by the State Government.
- (4) Any Central or State Level Co-operative Society (except the FPS)

## **18. Repeal**

- (1) The pending cases against the FPS owner, if any, instituted previous to this order under Public Distribution System (Control) Order, 2001 would be governed by this order henceforth.

- (2) Previously issued letters circulars, orders, directions relating to Licence, procedure of licence, licence fee, renewal fee, duplicate licence fee, working period and holiday of licensee, suspension and cancellation of the licence, search and seizure, transfer of licence, consequences of conviction under Essential Commodities Act, 1955 and the appeal will be treated to be annulled from the date of notification. However, the orders, directions, letters and circulars, relating to strengthening of the Public Distribution System and various schemes shall remain applicable.

**Deepa Rani Thapa, SCS**  
**Secretary to the Government of Sikkim**  
**Food & Civil Supplies Department**

## FORM I

(Application form for Fair Price Shop License)

FOOD & CIVIL SUPPLIES DEPARTMENT

Recent passport size photo

GOVERNMENT OF SIKKIM

(see clause .....)

Recent passport  
size photo

Applicant No:

To,  
District Civil Supplies Officer  
(East/ West/ North/ South )  
Food & Civil Supplies Department  
Government of Sikkim

Sir,

I, Mr/Mrs/Ms..... request you to grant Fair price shop License to  
sell essential commodities under Public Distribution System at the premises situated at  
..... under Gram Panchayat Census code no: / Town Census Code:  
..... Village/Town name ..... under.....Constituency.

The details are as under :-

1. Name of the Applicant ( IN BLOCK LETTER) :
2. Name of the Society with registration no. and Name of President:
3. SSC/COI/RC certificate:
4. Educational Qualification : ( minimum qualification is metric pass)
5. Age of the applicant ( attach Birth certificate or School certificate with DoB)
6. Residential address ( Permanent)
7. Residential Address ( Present)
8. Godown name :
9. Total No. of ration cards : .....  
AAY(HoF) - ..... (Member)-.... FORM III  
PHH (HoF)- ..... (Member ) - .... FORM III  
OPHH(G) (HoF)..... (Member) - ..... FORM III  
OPHH(S)(HoF) ..... (Member ) - ..... FORM III
10. NOC from Gram Panchayat for opening of shop FORM III
11. NOC from Councillor for opening of shop FORM V
12. NOC of House Owner incase of rented premises FORM VI
13. Storage available ( Yes/No)
14. Parking facility available (if applicable) (Yes/No)
15. UD & HD Trade License for Urban areas and Block Administrative Centre Trade Licence for Rural areas.
16. Disability Certificate in case of applicant being a Person with Disability.

### Undertaking

- a) I am not employed in any Government organization
- b) I abide that the license shall be exhibited in applied place and shall be produced for verification by the Government as and when demanded.
- c) That in the case of contravention of any aforementioned rules, the Government may cancel the license
- d) I abide by all the conditions laid down in the license notification.
- e) That all the information given are true to my knowledge and belief.

Dated : .....

Yours sincerely,

Name and Signature of the applicant

#### Documents Submitted:-

- 1. SSC/COI/RC
- 2. Society registration certificate
- 3. School/College certificate
- 4. Birth Certificate
- 5. Voter ID card
- 6. Aadhar card
- 7. Bank Account number
- 8. Mobile Number
- 9. Gram Panchayat/Nagar Panchayat/Councilor recommendation certificate for ration card scheme wise and kilometres in distance of FPS
- 10. NOC of House owner for shop
- 11. NOC for storage room of House owner if rented
- 12. Copy of trade license of UD & HD
- 13. NOC of fire department
- 14. Police verification report from concerned Police station
- 15. Disability Certificate if the applicant is a Person with Disability

## FORM II

(Renewal of License form for Fair Price Shop)

FOOD & CIVIL SUPPLIES DEPARTMENT

GOVERNMENT OF SIKKIM

Recent passport size photo

(see clause .....

Recent passport  
size photo

Renewed Date:

Valid upto :

To,  
District Civil Supplies Officer  
(East/West/North/South)  
Food & Civil Supplies Department  
Government of Sikkim

Sir,  
I, Mr/Mrs/Ms..... request you to grant renewal of the Fair Price Shop License to sell essential commodities under Public Distribution System at the premises situated at ..... under Gram Panchayat Census code no: / Town Census Code: ..... Village/Town name ..... under.....Constituency.

The details are as under :-

1. Name of the Applicant ( IN BLOCK LETTER) :
2. Name of the Society with registration no. and Name of President:
3. SSC/COI/RC certificate:
4. Mobile Number
5. Educational Qualification : ( minimum qualification is metric pass)
6. Age of the applicant ( attach Birth certificate or School certificate with DoB)
7. Residential address ( Permanent)
8. Residential Address ( Present)
9. Godown name :
10. Total No. of ration cards : .....  
AAY(HoF) - ..... (Member)-.... FORM III  
PHH (HoF)- ..... (Member ) - .... FORM III  
OPHH(G) (HoF)..... (Member) - ..... FORM III  
OPHH(S)(HoF) ..... (Member ) - ..... FORM III
11. NOC from Gram Panchayat for opening of shop FORM III
12. NOC from Councillor for opening of shop FORM V
13. NOC of House Owner incase of rented premises FORM VI
14. NOC of the house owner incase storage house is rented. FORM VI
15. UD & HD Trade License
16. NOC of House Owner incase of rented premises
17. Storage available ( yes/No)
18. UD & HD Trade License
19. Disability Certificate ( if applicable)

### **Undertaking**

- f) I am not employed in any government organization
- g) I abide that the license shall be exhibited in applied place and shall be produced for verification by the Government as and when demanded.
- h) That in the case of contravention of any aforementioned rules, the Government may cancel the license
- i) I abide by all the conditions laid down in the license notification.
- j) That all the information given are true to my knowledge and belief.

Dated : .....

Yours sincerely,

Name and Signature of the applicant

**FORM III**

See rule.....

**RECOMMENDATION OF GRAM PANCHAYAT FOR RATION CARD HOLDERS AND THIER  
FAMILY MEMBERS**

We, the Panchayat members of the .....Gram Panchayat Unit (GPU) under  
Gram Panchayat (GP) census code no: of village ..... do hereby certify that Shri/  
Smt.....

S/O, D/O/ W/O..... resident of ..... is a bonafide resident of our area.

We certify that applicants ration card holders and family members under Antyodaya Anna  
Yojana (AAY), Priority Households (PHH), Other Priority Households (OPH)(General), Other  
Priority Households (OPH)(Special) are correct . The AAY and PHH Head of Family and  
members are genuine under National Food Security Act, 2013.

The family under Other Priority Households (OPHH)(General and Special ) are also  
genuine under Non National Food Security Act, 2013.

We also certify that on verification we found that Shri/Smt is not employed in any  
Government organisation and hence can operate Fair Price Shop to sell essential commodities  
under Public Distribution System in his own house / leased out property of Shri/Smt  
..... S/o, D/o, W/o .....

The said Fair Price shop is in the distance of .....kilometres from the other  
Fair Price shop namely ..... The public are convenient to walk for  
.....Kms to this shop to take their entitlement.

Hereby, we the Panchayat members recommend him/her for the issuance of fair price  
shop License in favour of Shri/Smt.....by the department.

Date: .....

Seal and signature of

Member (1)

Member (2)

Member (3)

## FORM IV

### VERIFICATION REPORT SUBMITTED BY FIELD INSPECTOR

See rule

1. This is to certify that Shri/Smt ..... applicant no : .....resident of ..... having aadhar card no .....
2. Has shop located at ..... under Gram panchayat census code no : ...  
..... / Gangtok Municipal Corporation (GMC) Census code no.
3. He /she has sufficient storage capacity and is rented under the House owner name  
..... / or in his own house .
4. Nearest distance between two fair price shop is in .....KMs
5. Distance from Departments food godown is at .....KMs
6. Godown name : .....
7. Category of the area (SC/ST/ General)
8. Total number of ration cards :- .....  
No. of Antyodaya Anna Yojana (AAY) head of family ..... AAY (Member) - .....  
No. of Priority Households (PHH) head of family ..... (Members) -.....  
No. of Other Priority Households (OPH) (General) head of family.....  
Members:.....  
No. of Other Priority Households (OPH)(Special) head of family .....  
(Members):.....  
No. of Visually impaired and disable persons with proof of certificate of Social Welfare  
Deptt. : .....  
9. Fair Price Shop photos at least 02 ( two) numbers.

Signature :

Name :

Designation :

Date:

**FORM V**

See rule ....

**RECOMMENDATION OF COUNCILLOR FOR RATION CARD HOLDERS AND THIER  
FAMILY MEMBERS**

I, ..... Councillor of Ward, ..... do hereby certify that Shri/  
Smt..... S/O, D/O/ W/O..... resident of ..... is a  
bonafide resident of our area.

I certify that applicants ration card holders and family members under Antyodaya Anna  
Yojana (AAY), Priority Households (PHH), Other Priority Households (OPH)(General), Other  
Priority Households (OPH) (Special) are correct. The AAY and PHH Head of Family and  
members are genuine under Antyodaya (National Food Security Act,2013)

The family under Other Priority Households (OPHH) (General and Special ) are also  
genuine under Non National Food Security Act,2013.

I also certify that on verification we found that Shri/Smt is not employed in any  
Government organisation and hence can operate Fair Price Shop to sell essential commodities  
under Public Distribution System in his own house or leased out property of Shri/Smt  
..... S/o, D/o, W/o .....

The said Fair Price shop is in the distance of .....kilometres from the other  
Fair Price shop namely ..... The public are convenient to walk for  
.....Kms to this shop to take their entitlement.

I, Councillor, hereby, recommend him/her for the issuance of fair price shop License in  
favour of Shri/Smt.....by the department.

Date: .....

Seal and signature of  
Councillor

**FORM VI**

**TO WHOM IT MAY CONCERN**

I, Shri/Smt .....s/o, D/o, W/o.....resident of  
..... Police station .....District ..... have no objection , if  
the Food & Civil supplies Department awards Fair Price Shop license to .....Shri/  
Smt ..... S/o, D/o, W/o resident of ..... Police station .....  
located at ..... in my house /premises for opening fair price / storage for fair price  
shop.

Signature of House Owner

Dated :

Witness (1)

Witness (2)



GOVERNMENT OF SIKKIM  
FOOD & CIVIL SUPPLIES DEPARTMENT  
SECRETARIAT ANNEXE - I, GANGTOK, SIKKIM-737101  
Tel: Office (03592-202708) Fax: (03592-202215)  
Email: secy-food@sikkim.gov.in

**FAIR PRICE SHOP LICENSE**

Recent Passport  
Photo

License No: .....  
File No:.....

Issue date:  
Valid Till:

To,  
Mr/Mrs. ....  
Address:.....

The Food and Civil Supplies Department hereby grants license to carry out Fair price Shop to the terms and conditions mentioned below and acknowledge to receive sum of Rs. 5,000/- for Urban areas and Rs. 2,500/- for Rural areas as Security Deposit and Rs.1, 500.00 / Rs.1,000.00 as New license fee / or Rs. 1,500.00/Rs. 1,000.00 as renewal fee for Urban/Rural areas.

**Terms and Conditions of License:-**

1. The license of the FPS owner to be displayed in a prominent place.
2. Display of category wise ration cards on a board
3. Shall abide by the orders, notices given by Food & Civil Supplies Department.
4. Shall undertake all transactions through ePOS device provided by the Department.
5. Shall distribute the allocated ration to the beneficiaries through ePOS device
6. Shall not close business without prior approval of the Department.
7. Shall not sublet the license to another persons
8. Shall produce account of sale and balance stock to authorised officers of Department
9. Shall keep the premises neat, clean and free from sanitary defects
10. Shall display the rates of essential commodities category wise on a board
11. Shall issue receipts to the beneficiaries of every sale.
12. Shall renew license on every month of April of CFY
13. Shall not sell any adulterant as defined in the prevention of Food Adulteration Act, 1995
14. Shall deposit the amount of sale as prescribed by Department.

**LICENSING AUTHORITY  
FOOD & CIVIL SUPPLIES DEPARTMENT**